

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**January 19, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:04 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

PRESENT: Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill and Joylette Mills-Ransome.

ABSENT: Commissioner (s) Dollie S. Hamlin and Bernard J. Horner

ALSO: Randall M. Wood, Executive Director; Lewis Hurd, Director of Development; Paul Maturro, Financial Advisor, Dan S. Smith, Attorney; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Louise A. Colodne for prayer. Louise A. Colodne offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of December 21, 2015.

Commissioner Joylette Mills-Ransome made a motion to approve the minutes. Commissioner Joseph Ruffin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a motion to approve the bills. Commissioner Louise A. Colodne made a motion to approve

the bills. Commissioner Jeanette M. Edghill seconded the motion and offered the attached following **RESOLUTION NUMBER 9029** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, Chairwoman Pamela Dunn-Hale asked did everyone receive the correspondence and is it available to the public.

Mr. Wood said yes.

Under **Financial Report**, Mr. Maturro read his report.

Under **Executive Directors Report**, Mr. Wood said on Wednesday, January 20, 2016 at 3:00 p.m. there will be an Elmwood Gardens Demolition Ceremony which will be held on West Second Street. Also there will be photo ops and he has invited some dignitaries to attend. i.e., the Mayor Adrian O. Mapp (Rick Smiley will be in attendance in his place), Carlos Sanchez and a representative from Assemblyman Greens' office. The building goes down starting Monday and they have 120 days to take it down. We have also set aside 125 bricks for those who want one.

Under **Counsels Report**, Dan Smith said last month we had nineteen (19) cases for both amps and we had seven (7) warrants of removal for lockouts. This month we have seven (7) cases.

Under **Chairwoman's Report**, none

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Capital Improvement and Procurement Committee**, no report.

Under **Personnel Committee**, no report.

Under **Finance Committee**, report already given.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Unfinished Business**, none.

Under **New Business**, Chairwoman Pamela Dunn-Hale said there is a resolution.

Mr. Randall Wood read **RESOLUTION NO. 9030** The Board of Commissioners of the Housing Authority of Plainfield to authorize the Chairperson of the Board, Executive Director, and Acting Director of Finance to be signers of the bank accounts and any matters related to the financial transactions of the Housing Authority of Plainfield.

Chairwoman Pamela Dunn-Hale stated in the body of the resolution her name should read Pamela G. Dunn-Hale not Pamela Dunn-Hale because she signs her name with her middle initial.

The Commissioners agreed they will approve and vote on the resolution tonight with the understanding the resolution will be amended to make the correction and the corrected resolution will be emailed to them.

Mr. Wood agreed.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the resolution. Commissioner Joylette Mills-Ransome made a motion. Vice-Chairperson Joseph Ruffin seconded the motion.

Upon a call of the roll, all present voted in favor of the motion.

**Comments from the Floor:** Hattie Williams, President of the Richmond Towers

Resident Association and resident of Richmond Towers gave highlights of the upcoming Black History Program already stated in the minutes of the Housing Management Report.

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn. All Commissioners made a motion to approve.

Upon a call of the roll, all present voted in favor of the motion. The time of adjournment was 7:30 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**February 16, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:04 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

PRESENT: Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill, Joylette Mills-Ransome and Dollie S. Hamlin

ABSENT: Commissioner Bernard J. Horner

ALSO: Randall M. Wood, Executive Director; Lewis Hurd, Director of Development; Paul Matturro, Financial Advisor, Keith Harvest, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Commissioner Dollie S. Hamlin for prayer. Commissioner Dollie S. Hamlin offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of January 19, 2016.

Commissioner Dollie S. Hamlin made a motion to approve the minutes. Commissioner Louise A. Colodne seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a

motion to approve the bills. Commissioner Jeanette M. Edghill made a motion to approve the bills. Commissioner Dollie S. Hamlin seconded the motion and offered the attached following **RESOLUTION NUMBER 9031** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, none.

Under **Financial Report**, Mr. Maturro read his report and stated the expenses for the Department of Justice is still not resolved.

Under **Executive Directors Report**, Mr. Wood gave an update on Elmwood Gardens demolition:

- It is now 100% down
- 125 bricks have been set aside for paint and to be dated
- The completion date is May
- Photo ops have been taken from the beginning and will be taken when complete
- It will continue to be fenced in and illuminated (lighting)
- When completed it will look like a park

Chairwoman Pamela Dunn-Hale commended Mr. Wood for a job well done.

Under **Counsels Report**, Keith Harvest said there were eight (8) individuals on the landlord tenant calendar last Tuesday, February 9, of that three (3) individuals were in arrears and there were five (5) judgements and scheduled for lock-outs this week.

Under **Chairwoman's Report**, none

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Chairwoman Pamela Dunn-Hale thanked Commissioner Louise A. Colodne for the Plainfield Heritage Cultural Commission Grant for the Housing Authority of Plainfield's Black History

Program to be held on Friday, February 26, 2016 here in the Community Room of Richmond Towers 510-520 bldgs.

Under **Capital Improvement and Procurement Committee**, no report.

Under **Personnel Committee**, no report.

Under **Finance Committee**, report already given.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Unfinished Business**, none.

Under **New Business**, none.

**Comments from the Floor:** Hattie Williams, President of the Richmond Towers Resident Association and resident of Richmond Towers also thanked Commissioner Louise A. Colodne for the Grant.

Chairwoman Pamela Dunn-Hale said please keep Commissioner Bernard Horner in your prayers.

Lorraine McNamara, resident of Richmond Towers asked if the Housing Authority of Plainfield could purchase new washing machines/dryers.

Mary Davis, resident of Richmond Towers had a concern about the use of the washing machine (can the residents that live in 520 come over to 510 to use them)

and also stated she did not receive a raise from social security and her rent went up.

Hattie Williams stated the washing machines/dryers are the responsibility of the Richmond Towers Resident Association not the Housing Authority of Plainfield and she is researching to purchase new machines.

Chairwoman Pamela Dunn-Hale asked Mary Davis to speak to her Manager about her rent.

Randall Wood also mentioned the laundry room is a micro business for the Richmond Towers Resident Association to raise money for themselves.

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn. Commissioner Louise A. Colodne made a motion to approve. Commissioner Dollie S. Hamlin seconded the motion.

Upon a call of the roll, all present voted in favor of the motion. The time of adjournment was 7:35 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer



**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**March 21, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:04 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

PRESENT: Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill, Joylette Mills-Ransome and Dollie S. Hamlin

ABSENT: Chairwoman Pamela Dunn-Hale and Commissioner Bernard J. Horner

ALSO: Randall M. Wood, Executive Director; Lewis Hurd, Director of Development; Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Vice Chairman Joseph Ruffin asked Commissioner Dollie S. Hamlin for prayer. Commissioner Dollie S. Hamlin offered prayer.

Vice Chairman Joseph Ruffin asked for a motion to approve the board meeting minutes of February 16, 2016.

Commissioner Dollie S. Hamlin made a motion to approve the minutes. Commissioner Louise A. Colodne seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Vice Chairman Joseph Ruffin asked for a

motion to approve the bills. Commissioner Jeanette M. Edghill made a motion to approve the bills. Commissioner Dollie S. Hamlin seconded the motion and offered the attached following **RESOLUTION NUMBER 9032** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, Resolution for Marjorie Hollis.

Under **Financial Report**, Mr. Lewis Hurd gave a brief synopsis.

Under **Executive Directors Report**, Mr. Wood said regarding the lead in water that has been reported in the schools in Newark, NJ on the news; we are taking a proactive approach and will have our water tested for lead at Joanne Hollis Gardens and Richmond Towers.

Under **Counsels Report**, Dan S. Smith said last month there were three cases, three judgments and three lockouts.

Under **Chairwoman's Report**, none

Under **Housing Management and Resident Services Committee**, Vice Chairman Joseph Ruffin asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Mr. Wood then read **RESOLUTION NO. 9033 and RESOLUTION NO. 9034**.

The Commissioners then said on the resolutions West End Gardens Resident Association should be changed to Joanne Hollis Gardens Resident Association.

The Commissioners agreed they will approve and vote on the resolutions tonight with the understanding the resolutions will be amended to make the correction and the corrected resolutions will be emailed to them.

Mr. Wood agreed.

Vice Chairman Joseph Ruffin asked for a motion to approve **RESOLUTION NO. 9033**

Commissioner Dollie S. Hamlin made a motion. Commissioner Jeanette M. Edghill seconded

the motion.

Upon a call of the roll, all present voted in favor of the motion.

Vice Chairman Joseph Ruffin then asked for a motion to approve **RESOLUTION NO. 9034**

Commissioner Joylette Mills-Ransome made a motion. Commissioner Dollie S. Hamlin seconded the motion.

Upon a call of the roll, all present voted in favor of the motion.

Under **Capital Improvement and Procurement Committee**, Mr. Wood said there are two resolutions coming out of this committee and read **RESOLUTION NO. 9035** the Board of Commissioners of the Housing Authority of Plainfield to authorize the change order in the amount not to exceed \$90,000 to Two Brothers Contracting, Inc. for the disposal of the additional 1,200 tons of building debris from the demolition site and also for the Board of Commissioners to authorize the deletion of the removal of the asphalt parking from the contract work with Two Brothers Contracting, Inc.

Vice Chairman Joseph Ruffin asked for a motion to approve.

Commissioner Jeanette M. Edghill made a motion. Commissioner Dollie S. Hamlin seconded the motion.

Upon a call of the roll, all present voted in favor of the motion.

Mr. Wood then read **RESOLUTION NO. 9036** the Board of Commissioners of the Housing Authority of Plainfield to authorize the purchase of a new Ford 4x4 pickup truck F-250 with heavy duty equipment from Tom's Ford, 200 RT 35, South Keyport, New Jersey 07735 in the amount of \$38,291.92 to maintain the properties of Joanne Hollis Gardens, Richmond Towers and Cedar Brook Apartments especially needed for snow removal.

Vice Chairman Joseph Ruffin asked for a motion to approve.

Commissioner Jeanette M. Edghill made a motion. Commissioner Louise A. Colodne seconded the motion.

Upon a call of the roll, all present voted in favor of the motion.

Under **Personnel Committee**, no report.

Under **Finance Committee**, report already given.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, Vice Chairman Joseph Ruffin asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Mr. Lewis Hurd also gave a brief synopsis.

Vice-Chairman Joseph Ruffin then asked what does Cristina Pinzon do.

Randall Wood said she is a consultant and a writer. She did our first newsletter and she did the press release Plainfield Housing commemorates former Councilwoman Joanne Hollis renaming West End Gardens to Joanne Hollis Gardens.

Commissioner Joylette Mills-Ransome asked if they could see some of her writing.

Mr. Wood said yes.

Commissioner Louise Colodne asked could the newsletter be incorporated or linked with the City of Plainfield's website so the city can see what we are doing.

Randall Wood said we do have a constant contact list and we do send out to everyone on our constant contact list.

Commissioner Joylette Mills-Ransome suggested we send the newsletter to John Stewart from the City.

Mr. Wood said he will have him added to the constant contact list.

Under **Unfinished Business**, none.

Under **New Business**, Mr. Wood said there is a resolution and proceeded to read **RESOLUTION NO. 9037** the Board of Commissioners of the Housing Authority of Plainfield to authorize the submission of a new annual contributions contract agreement for the public housing programs to replace the original **one** between the Housing Authority and the Department of Housing and Urban Development.

There was a discussion regarding the wording and reason as to what and/or how the resolution should read and the word **one** in the heading of the resolution should be changed to **Contract**.

The Commissioners agreed they will approve and vote on the resolution tonight with the understanding the resolution will be amended to make the correction and/or corrections and the corrected resolution will be emailed to them.

Mr. Wood agreed.

Vice Chairman Joseph Ruffin asked for a motion to approve.

Commissioner Dollie S. Hamlin made a motion. Commissioner Louise A. Colodne seconded the motion.

Upon a call of the roll, all present voted in favor of the motion.

**Comments from the Floor:** Viola Barco, resident of Richmond Towers, 510 E. Front St., Apt. 2-E said her apartment is continuously being broken into and her car was broken into today. She did call the police and a report was made.

James Marsh, Manager of Richmond Towers said he also reported it to the police.

Dave Robinson, security guard and resident of Richmond Towers 520 E. Front St., Apt. 10F said some of the residents are having problems with their intercom system.

Randall Wood asked how many. Dave Robinson said about six.

James Marsh said this is the first he has heard about it and he will follow-up.

There being no further business at hand, Vice Chairman Joseph Ruffin asked for a motion to adjourn.

Commissioner Louise A. Colodne made a motion to approve. Commissioner Dollie

S. Hamlin seconded the motion.

Upon a call of the roll, all present voted in favor of the motion. The time of adjournment was

8:15 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**April 18, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met at the HAP (Housing Authority of Plainfield) Center located at Joanne Hollis Gardens, 543 West Third St., Plainfield, New Jersey, for its regularly monthly meeting.

Mr. Wood called the meeting to order at 7:00 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

**PRESENT:** Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill, Joylette Mills-Ransome and Dollie S. Hamlin

**ABSENT:** Commissioner Bernard J. Horner

**ALSO:** Randall M. Wood, Executive Director; Paul Matturro, Financial Advisor, Lewis Hurd, Director of Development; Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Commissioner Louise A. Colodne for prayer. Commissioner Louise A. Colodne offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of March 21, 2016.

Commissioner Joylette Mills-Ransome made a motion to approve the minutes. Commissioner Dollie S. Hamlin seconded the motion. Upon a call of the roll, all present voted in favor of the motion, except Chairwoman Pamela Dunn-Hale who abstained.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a motion to approve the bills. Vice Chairman Joseph Ruffin made a motion to approve

the bills. Commissioner Louise A. Colodne seconded the motion and offered the attached following **RESOLUTION NUMBER 9038** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, Chairwoman Pamela Dunn-Hale asked did everyone receive the correspondence and is it available to the public.

Mr. Wood said yes.

Chairwoman Pamela Dunn-Hale asked for a schedule of all upcoming conferences for 2016 included in their board packets for the next board meeting. Mr. Wood said he will get it out by Friday.

Under **Financial Report**, Mr. Paul Matturro gave a brief synopsis and stated we have a strong cash position.

Under **Executive Directors Report**, Mr. Wood said he just got back from the NAHRO Conference in Washington, DC. Mr. Hurd and Mr. Marsh also attended.

They attended the HUD meeting with the National HUD staff and they are very happy with what we are doing here at the Housing Authority of Plainfield.

Under **Counsels Report**, Dan S. Smith said we had three (3) matters two (2) were dismissed and one (1) judgement. This month we have four (4) cases pending.

Under **Chairwoman's Report**, none

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Chairwoman Pamela Dunn-Hale congratulated Mr. Wood upon receiving the Richmond Towers and Joanne Hollis Gardens ROSS Grant (s).



Under **Capital Improvement and Procurement Committee**, no report.

Chairwoman Pamela Dunn-Hale asked Mr. Wood to schedule a monthly meeting so they can have updates regarding Elmwood Gardens.

Under **Personnel Committee**, no report.

Under **Finance Committee**, Mr. Wood said there is a Resolution coming out of this Committee, Housing Authority of Plainfield Adopted Budget **RESOLUTION NO. 9039** Fiscal Year: Period January 1, 2016 to December 31, 2016. Chairwoman Pamela Dunn-Hale said they would like to review the Adopted Budget again before they approve the Resolution. Mr. Wood said he will have the Adopted Budget resubmitted to all Commissioners and then canvass them for approval.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Chairwoman Pamela Dunn-Hale asked who are the board members on the Premier Community Development Corporation.

Mr. Hurd said himself, Georgette Barnes, Peter Briggs, Marie Pase, Rickey Williams, Michelle Stewart, David Brown and Hattie Williams.

Chairwoman Pamela Dunn-Hale asked him to list their names on his next report.

Under **Unfinished Business**, none.

Under **New Business**, none.

**Comments from the Floor:** Claire Johnson, resident of Joanne Hollis Gardens stated she cannot wait until the non-smoking policy comes into effect. She also mentioned the children are playing ball and hitting cars with the balls. Mr. Wood asked if she can give Ms. Smith a list of apartments and she will send out a notice to them.

Vincent Richardson, resident of Joanne Hollis Gardens asked when will the Resident Association of Joanne Hollis Gardens receive their unit funds to get computers for the Summer Camp Program.

Mr. Wood said we will work with the Resident Association to get new computers and anything else that is needed.

Chairwoman Pamela Dunn-Hale asked Mr. Wood to move expeditiously to assist the Resident Association office in whatever they need.

Rose Diggs and Veronica Allder residents of Joanne Hollis Gardens asked if the cameras were working.

Mr. Wood said yes they are working and the police department views them and they give us a report.

Chairwoman Pamela Dunn-Hale asked Mr. Wood if they can give us a quarterly report.

Mr. Wood said he has a meeting with Director Riley this week.

Chairwoman Pamela Dunn-Hale mentioned there is a school board of election tomorrow and please get out and vote.

Vincent Richardson, resident of Joanne Hollis Gardens asked what is the schedule of the Commissioners Board Meetings.

Chairwoman Pamela Dunn-Hale said it is every third Monday every month.

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn.

All present voted in favor of the motion. The time of adjournment was 7:51 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer



**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**May 16, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:04 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

**PRESENT:** Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Joylette Mills-Ransome and Dollie S. Hamlin

**ABSENT:** Commissioner Bernard J. Horner and Jeanette M. Edghill

**ALSO:** Randall M. Wood, Executive Director; Paul Matturro, Financial Advisor, Lewis Hurd, Director of Development; Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Commissioner Dollie S. Hamlin for prayer. Commissioner Dollie S. Hamlin offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of April 18, 2016.

Commissioner Dollie S. Hamlin made a motion to approve the minutes. Commissioner Louise A. Colodne seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a motion to approve the bills. Commissioner Joylette Mills-Ransome made a motion to approve

the bills. Commissioner Dollie S. Hamlin seconded the motion and offered the attached following **RESOLUTION NUMBER 9040** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, Chairwoman Pamela Dunn-Hale asked did everyone receive the correspondence and is it available to the public.

Mr. Wood said yes.

Chairwoman Pamela Dunn-Hale asked for a schedule of all upcoming conferences for 2016 included in their board packets for the next board meeting. Mr. Wood said he will get it out by Friday.

Under **Financial Report**, Mr. Paul Maturro gave his report.

Under **Executive Directors Report**, none.

Under **Counsels Report**, Dan S. Smith said we had four (4) matters two (2) were dismissed and two (2) were judgements. We have filed two (2) warrants for removal and awaiting lockout notice.

Under **Chairwoman's Report**, none.

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

(Note: The date of the meeting on the report should be May 11, 2016 not April 6, 2016.)

Under **Capital Improvement and Procurement Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Personnel Committee**, no report.

Under **Finance Committee**, report already given.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, Mr. Lewis Hurd said there was no meeting but we will be closing on a house on Sloane Boulevard in Plainfield and our board retreat will be Thursday, June 9, 2016. The Commissioners are welcome to attend.

Under **Unfinished Business**, none.

Under **New Business**, none.

**Comments from the Floor:** Sharyn Jordan, resident of Richmond Towers said she is speaking for the residents of Richmond Towers as well as herself concerning the ROSS Grant Coordinator position.

Listed below are some of their concerns and/or comments:

- They support Darryl Clark for the position.
- A survey was done and the residents were very pleased with the services he provided.
- A lot of Programs have stopped since he left.
- They are asking the board and Mr. Wood to give his job back.

Chairwoman Pamela Dunn-Hale said we will go into Executive Session to discuss and will come back with a decision.

Joe DeClemente, resident of Richmond Towers said he has the old by-laws for the Richmond Towers Resident Association (RTRA) and he asked for the new by-laws.

Chairwoman Pamela Dunn-Hale said we will also discuss in Executive Session and come back with a decision.

Then Chairwoman Pamela Dunn-Hale asked for a motion to go into Executive Session to discuss the ROSS Grant Coordinator position.

Commissioner Joylette Mills-Ransome so moved. Vice-Chairperson Joseph Ruffin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

The board entered into Executive Session at 7:33 p.m.

The board came out of Executive Session at 7:51 p.m.

Chairwoman Pamela Dunn-Hale said in regards to the ROSS Grant for Richmond Towers, it is a three (3) year grant that expired and you have to reapply. The ROSS Grant ended and so did the Coordinator position. The ROSS Grant was reissued to Richmond Towers and new interviews for the ROSS Grant Coordinator position must take place. In regards to the by-laws, she would like a copy and make sure Mr. DeClemente gets a copy as well as any other resident that wants them.

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn. Commissioner Louise A. Colodne made a motion. Commissioner Dollie S. Hamlin second the motion.

All present voted in favor of the motion. The time of adjournment was 8:01 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**June 20, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:08 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

**PRESENT:** Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill and Joylette Mills-Ransome

**ABSENT:** Commissioner Bernard J. Horner and Dollie S. Hamlin

**ALSO:** Randall M. Wood, Executive Director; Paul Matturro, Financial Advisor, Lewis Hurd, Director of Development; Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Commissioner Joylette Mills-Ransome for prayer. Commissioner Joylette Mills-Ransome offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of May 16, 2016.

Vice Chairman Joseph Ruffin made a motion to approve the minutes. Commissioner Jeanette M. Edghill seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a motion to approve the bills. Commissioner Joylette Mills-Ransome made a motion to approve



the bills. Vice Chairman Joseph Ruffin seconded the motion and offered the attached following **RESOLUTION NUMBER 9041** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

The Commissioners asked for a breakdown of the insurance charge based on case description identifying the area of complaint with the address. Name of Plaintiff should be removed.

Under **Correspondence**, Chairwoman Pamela Dunn-Hale said there is a letter from HUD stating the Plainfield HA final SEMAP Score for the fiscal year ended 12/31/15 is 103% **High Performer**. Then asked did everyone receive the correspondence and is it available to the public.

Mr. Wood said yes.

Chairwoman Pamela Dunn-Hale then congratulated the Section 8 staff for a job well done.

Under **Financial Report**, Mr. Paul Matturro gave his report.

Under **Executive Directors Report**, Randall Wood mentioned Monique Brown employee of the Admissions/Section 8 office graduated from Kean College and will be pursuing her Master's Degree.

Under **Counsels Report**, Dan S. Smith said four (4) cases were dismissed due to payments made and three (3) judgements were received due to default. Three (3) warrants for removals and lockouts for three (3) defendants.

Under **Chairwoman's Report**, none.

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Capital Improvement and Procurement Committee**, Chairwoman Pamela Dunn-Hale said we did not meet but there is a report and asked did everyone receive

the report and is it available to the public.

Mr. Wood said yes.

Under **Personnel Committee**, Chairwoman Pamela Dunn-Hale asked for a motion to table **RESOLUTION NO. 9042** the Board of Commissioners of the Housing Authority of Plainfield authorizing the bonus payment of \$9,187.00 to Randall Wood as Executive Director for the year 2015-2016 until further review and/or discussion.

Commissioner Joylette Mills-Ransome so moved. Vice Chairman Joseph Ruffin seconded the motion. Upon a call of the roll, all presented voted in favor of the motion.

Under **Finance Committee**, report already given.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, Mr. Lewis Hurd read the report.

Under **Unfinished Business**,

- The board requested the Richmond Towers Resident Association give them a clean updated version of their by-laws.
- Replacing Commissioner Bernard Horner – due to illness he has missed more than six meetings - Dan Smith, Esq. will research

Under **New Business**, none.

**Comments from the Floor:**

Residents of Richmond Towers

- Lorraine McNamara said there are dogs and cats running loose on the property.
- Penny Blackmon said the committee has not received the electoral rules from Hattie Williams
- Joe Belin asked what is the length of time the community room can be rented
- Viola Barco stated a notice should be sent to residents letting them know a day ahead of time when the room is being used.

Chairwoman Pamela Dunn-Hale asked Mr. Wood, Mr. Marsh and the Richmond Towers

Resident Association to address all these concerns.

Randall Wood said all these concerns are day to day operations and should have not come to the Commissioner board. They should have been addressed at the Housing Management Resident Service Committee Meeting we have once a month in the board room and they could have been resolved there.

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn.

Vice-Chairperson Joseph Ruffin so moved. Commissioner Joylette Mills-Ransome seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

The time of adjournment was 7:50 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**July 18, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:04 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

PRESENT: Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill, Joylette Mills-Ransome and Dollie S. Hamlin

ABSENT: Commissioner Bernard J. Horner

ALSO: Randall M. Wood, Executive Director; Paul Maturro, Financial Advisor, Lewis Hurd, Director of Development; Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Commissioner Dollie S. Hamlin for prayer. Commissioner Dollie S. Hamlin offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of June 20, 2016.

Commissioner Joylette Mills-Ransome made a motion to approve the minutes. Commissioner Jeanette M. Edghill seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a

motion to approve the bills. Commissioner Dollie S. Hamlin made a motion to approve the bills. Commissioner Louise A. Colodne seconded the motion and offered the attached following **RESOLUTION NUMBER 9043** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, Chairwoman Pamela Dunn-Hale asked did everyone receive the letter from HUD Washington, DC congratulating the Housing Authority of Plainfield to be selected to receive funding under the Fiscal Year 2016 Capital Fund Emergency Safety and Security Program in the amount of \$250,000.00 to support safety and security measures and is it available to the public.

Mr. Wood said yes.

Under **Financial Report**, Mr. Paul Matturro gave his report:

- Utility costs are down
- Good financial position
- Good management
- Sufficient cash

Under **Executive Directors Report**, no report.

Under **Counsels Report**, Dan S. Smith said there are no current cases. For July there will be eleven (11) cases.

Under **Chairwoman's Report**, none.

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Capital Improvement and Procurement Committee**, no report.

Under **Personnel Committee**, no report.

Under **Finance Committee**, Chairwoman Pamela Dunn-Hale said included in the packets there

is a new policy on Grant Operational Procedures that has to be acted on now because the Department of Justice (DOJ) is requesting it and there is also a resolution.

Mr. Wood then read **RESOLUTION NO. 9044** the Board of Commissioners of the Housing Authority of Plainfield to establish additional augmented procedures for federal grants.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the resolution.

Commissioner Joylette Mills-Ransome made a motion to approve. Commissioner

Dollie S. Hamlin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, no report.

Under **Unfinished Business**, Chairwoman Pamela Dunn-Hale said there is **RESOLUTION NO. 9045** for the Executive Director to approve his bonus payment.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the resolution.

Commissioner Joylette Mills-Ransome made a motion to approve. Commissioner

Dollie S. Hamlin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **New Business**, Chairwoman Pamela Dunn-Hale congratulated and introduced the new members of the Richmond Towers Resident Association; Sharyn Jordan, President, Pedro Estevez, Vice President, Michelle Taylor, Treasurer, Lorraine MacNamara, Secretary Janie Nelson and Mr. Hernandez, Trustees. She also welcomed back Darryl Clark as the Richmond Towers Resident Association Ross Grant Coordinator.

**Comments from the Floor:** none

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn.

Commissioner Dollie S. Hamlin so moved. Commissioner Joylette Mills-Ransome seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

The time of adjournment was 7:22 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**September 12, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met at the HAP (Housing Authority of Plainfield) Center at Joanne Hollis Gardens, 543 West Third Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:04 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

PRESENT: Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill, Joylette Mills-Ransome and Dollie S. Hamlin

ABSENT: Commissioner Bernard J. Horner

ALSO: Randall M. Wood, Executive Director; Paul Maturro, Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Commissioner Louise A. Colodne for prayer. Commissioner Louise A. Colodne offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of July 18, 2016.

Commissioner Dollie S. Hamlin made a motion to approve the minutes. Commissioner Jeanette M. Edghill seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a motion to approve the bills. Commissioner Dollie S. Hamlin made a motion to approve



the bills. Commissioner Joylette Mills-Ransome seconded the motion and offered the attached following **RESOLUTION NUMBER 9047** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, Chairwoman Pamela Dunn-Hale asked did everyone receive the letter from NJHMFA (New Jersey Housing & Mortgage Finance Agency) regarding Volume Cap Reservation funds for the Elmwood Gardens Project. Then stated this is for informational purposes only.

Mr. Wood confirmed.

Under **Financial Report**, Mr. Paul Maturro gave his report:

Under **Executive Directors Report**, Mr. Wood said the Summer Camp was very successful under the new leadership of the new President of Joanne Hollis Gardens.

Mr. Wood also mentioned the upcoming HAP Golf Fundraiser to be held tomorrow, September 13 at the Architect Golf Club in Lopatcong, NJ.

Under **Counsels Report**, Dan S. Smith said for this month we had six (6) cases three (3) were dismissed three (3) judgments.

Under **Chairwoman's Report**, none.

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Capital Improvement and Procurement Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Personnel Committee**, no report.

Under **Finance Committee**, Chairwoman Pamela Dunn-Hale said included in the packets there

is a Resolution to purchase a 2016 mini-van for the Section 8 Department.

Mr. Wood then read **RESOLUTION NO. 9048** the Board of Commissioners of the Housing Authority of Plainfield to authorize the purchase of a 2016 new mini-van accommodating 6 passengers from Liccardi Ford, 1615 Route 22 West, Watchung, NJ in the amount of \$25,990 for the use of Section 8 Department.

The Commissioners agreed to pass the resolution with the following corrections:

- Add state contract number
- Change the wording to replace the existing 2003 Ford Focus (the Focus is not being replaced)

Dan Smith, Esq. will make the necessary corrections and poll the Commissioners.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, Chairwoman

Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Unfinished Business**, Mr. Wood said Commissioner Bernard Horner will not be returning and he did submit a name, who is a resident, to the City Council and is waiting to hear from them.

Under **New Business**, none.

**Comments from the Floor:** Vincent Richardson, President of Joanne Hollis Gardens Resident Association and a resident of Joanne Hollis Gardens asked if they will be hiring residents for the new security system.

Mr. Wood said he will discuss this with Mr. Richardson at a later date.

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn.

Vice Chairperson Joseph Ruffin so moved. Commissioner Dollie S. Hamlin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

The time of adjournment was 7:50 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**October 24, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:08 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

PRESENT: Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill, Joylette Mills-Ransome and Dollie S. Hamlin

ABSENT: Commissioner Bernard J. Horner

ALSO: Randall M. Wood, Executive Director; Paul Maturro, Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Commissioner Louise A. Colodne for prayer. Commissioner Louise A. Colodne offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of September 12, 2016.

Commissioner Dollie S. Hamlin made a motion to approve the minutes. Commissioner Jeanette M. Edghill seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a motion to approve the bills. Commissioner Joylette Mills-Ransome made a motion to approve

the bills. Commissioner Dollie S. Hamlin seconded the motion and offered the attached following **RESOLUTION NUMBER 9049** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, Chairwoman Pamela Dunn-Hale asked did everyone receive the letter and certificate award from HAI Group Congratulating the HAP Low Loss Ratio Award for 2012-2014 HARRG Policy years. Also included is information regarding the upcoming Commissioners Conference in Orlando, FL in January.

Mr. Wood said yes.

Under **Financial Report**, Mr. Paul Matturro gave his report and stated he presented the 2017 state budget to the Finance Committee.

Under **Executive Directors Report**, no report.

Under **Counsels Report**, Dan S. Smith said last month we had six (6) cases, one (1) default. We have seven (7) scheduled for this month.

Under **Chairwoman's Report**,

- PHADA Conference/League of Municipalities in Atlantic City this month
- Commissioners' Retreat – 2017

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public.

Mr. Wood said yes.

Under **Capital Improvement and Procurement Committee**, no report.

Under **Personnel Committee**, no report.

Under **Finance Committee**, Chairwoman Pamela Dunn-Hale followed up with highlights from the finance committee to make a motion to move on budget **Resolution No. 9050**.

Vice-Chairman Joseph Ruffin questioned on waiting on budget without time to review and discuss summary of the budget with all Commissioners.

Chairwoman Pamela Dunn-Hale asked Paul Matturro to provide a copy of the summary presented to the Finance Committee for the state budget to all commissioners for review.

(There was an open discussion regarding **Resolution No. 9050** was it correct; Paul Matturro then presented the correct resolution)

Chairwoman Pamela Dunn-Hale then said **Resolution No. 9050** Housing Authority of Plainfield Adopted Budget not approved; the budget has to first be approved then adopted.

Commissioner Dollie S. Hamlin said the number for the correct Resolution will be **9050A**.

Chairwoman Pamela Dunn-Hale asked for a vote to deny **Resolution No. 9050**.

Commissioner Dollie S. Hamlin so moved, Commissioner Louise A. Colodne seconded.

Upon a call of the roll, all present voted in favor of the motion.

Chairwoman Pamela Dunn-Hale then asked for a motion to approve **Resolution No. 9050A** 2017 Housing Authority Budget Resolution Plainfield Fiscal Year: from January 1, 2017 to December 31, 2017 as amended.

Commissioner Dollie S. Hamlin so moved, Vice-Chairman Joseph Ruffin seconded.

Upon a call of the roll, all present voted in favor of the motion.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, no report.

Under **Unfinished Business**, Vice Chairman Joseph Ruffin asked about the replacement for Commissioner Bernard Horner. Chairwoman Pamela Dunn-Hale said a name has been presented to the City Council and it is being held up until after the election.

Under **New Business**, Commissioner Joylette Mills-Ransome asked about receiving HAP business cards and lapel pins.

Mr. Wood said he will have them for all the Commissioners as soon as possible.

**Comments from the Floor:** none.

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn. Commissioner Joylette Mills-Ransome so moved. Vice Chairman Joseph Ruffin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

The time of adjournment was 8:00 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**November 21, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:05 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

**PRESENT:** Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill and Dollie S. Hamlin

**ABSENT:** Commissioner Bernard J. Horner and Joylette Mills-Ransome

**ALSO:** Randall M. Wood, Executive Director; Paul Matturro, Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Vice-Chairman Joseph Ruffin for prayer. Vice-Chairman Joseph Ruffin offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of October 24, 2016.

Commissioner Louise A. Colodne made a motion to approve the minutes. Commissioner Jeanette M. Edghill seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a motion to approve the bills. Vice-Chairman Joseph Ruffin made a motion to approve



the bills. Commissioner Dollie S. Hamlin seconded the motion and offered the attached following **RESOLUTION NUMBER 9051** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Under **Correspondence**, none.

Under **Financial Report**, Mr. Paul Maturro read his report.

Under **Executive Directors Report**, Mr. Wood said the audit review is complete and he will have it sent out to all Commissioners for review and/or discussion.

Under **Counsels Report**, Dan S. Smith said last month we had six (6) cases, one (1) default. We have seven (7) scheduled for this month.

Under **Chairwoman's Report**, no report.

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public. Mr. Wood said yes.

Under **Capital Improvement and Procurement Committee**, no report.

Under **Personnel Committee**, no report.

Under **Finance Committee**, no report.

Under the **Plainfield Housing Finance Corporation**, no report.

Under the **Premier Community Development Corporation**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public. Mr. Wood said yes.

Under **Unfinished Business**, Vice Chairman Joseph Ruffin asked about the replacement for Commissioner Bernard Horner.

Chairwoman Dunn-Hale asked Mr. Wood to keep up with the status with the City regarding Commissioner Bernard Horner replacement as well as Commissioner Dollie S. Hamlin and

Jeanette M. Edghill as there term is up.

Under **New Business**, none.

**Comments from the Floor:** Lorraine MacNamara resident of Richmond Towers addressed some concerns she had:

- Check the heater at the 520 guard desk
- Community room needs more heat
- The hallways need painting
- Dryer vents need to be cleaned out

Chairwoman Pamela Dunn-Hale asked Mr. Wood to have the Manager meet with Ms. MacNamara to address her concerns.

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn. Commissioner Dollie S. Hamlin so moved. Vice Chairman Joseph Ruffin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

The time of adjournment was 7:23 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer

**HOUSING AUTHORITY OF PLAINFIELD**

**Regular Board Meeting Minutes**

**December 19, 2016**

The Board of Commissioners of the Housing Authority of Plainfield met in the Community Room at Richmond Towers, 510 East Front Street, Plainfield, New Jersey, for its regularly scheduled monthly meeting.

Mr. Wood called the meeting to order at 7:00 p.m. and announced that notice of this meeting had been satisfied as required under the Open Public Meetings Act through notification to the press, City Clerk, and posting of notices on the bulletin boards at City Hall, Joanne Hollis Gardens and Richmond Towers.

**PRESENT:** Chairwoman Pamela Dunn-Hale, Vice Chairman Joseph Ruffin, Commissioner (s) Louise A. Colodne, Jeanette M. Edghill and Dollie S. Hamlin

**ABSENT:** Commissioner (s) Bernard J. Horner and Joylette Mills-Ransome

**ALSO:** Randall M. Wood, Executive Director; Paul Matturro, Dan S. Smith, Counsel; staff and interested public.

Mr. Wood took a roll call and declared a quorum present. Chairwoman Pamela Dunn-Hale asked Commissioner Dollie S. Hamlin for prayer. Commissioner Dollie S. Hamlin offered prayer.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the board meeting minutes of November 21, 2016.

Commissioner Louise A. Colodne made a motion to approve the minutes. Commissioner Jeanette M. Edghill seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Bills and Contract Payments**, Chairwoman Pamela Dunn-Hale asked for a motion to approve the bills. Commissioner Dollie S. Hamlin made a motion to approve

the bills. Chairwoman Pamela Dunn-Hale seconded the motion and offered the attached following **RESOLUTION NUMBER 9052** for consideration.

Upon a call of the roll, all present voted in favor of the motion.

Commissioner Joylette Mills-Ransome arrived at 7:07 p.m.

Under **Correspondence**, Chairwoman Pamela Dunn-Hale asked did everyone receive the information on smoking banned in public housing which goes into effect in 18 months. She also asked Mr. Wood to make sure all residents are notified. Mr. Wood said yes he has asked the Managers to inform the residents with the plan of action.

Under **Financial Report**, Chairwoman Pamela Dunn-Hale said Mr. Frank Glien, LLC is here to go over the audit report which has already been presented to the Commissioners. Mr. Frank Glien, LLC then gave a brief synopsis of the audit report. Mr. Paul Matturro then gave his report and stated the 2016 financial looks good and on budget.

Under **Executive Directors Report**, Mr. Wood had no report but said Happy Holidays to everyone.

Under **Counsels Report**, Dan S. Smith said last month we had five (5) cases, one (1) default. We have seven (7) scheduled for this month.

Under **Chairwoman's Report**, Chairwoman Pamela Dunn-Hale recognized Commissioner Louise A. Colodne and the Netherwood neighbors for contributing toys for the Joanne Hollis annual toy drive.

Under **Housing Management and Resident Services Committee**, Chairwoman Pamela Dunn-Hale asked did everyone receive the report and is it available to the public. Mr. Wood said yes.

Under **Capital Improvement and Procurement Committee**, Chairwoman Pamela Dunn-Hale said there are two resolutions from this committee. Mr. Wood then read **RESOLUTION NO. 9053** the Board of Commissioners of the Housing Authority of Plainfield to rescind **RESOLUTION NO. 8864** of the Authority and accept the withdrawal of Community Investment Strategies, Inc. as a potential development partner for the redevelopment of Elmwood Gardens.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the resolution.

Commissioner Joylette Mills-Ransome made a motion to approve. Commissioner Dollie S. Hamlin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Mr. Wood then read **RESOLUTION NO. 9054** resolution of the Board of Commissioners of the Housing Authority of Plainfield to authorize the Executive Director of the Authority to take all steps necessary or appropriate to designate a development partner, in conjunction with Premier Community Development Corporation, for the Elmwood Gardens Redevelopment. Chairwoman Pamela Dunn-Hale stated the wording is incorrect, to authorize the Executive Director of the Authority to take all steps necessary or appropriate to designate a development partner. It should read; "to take all steps necessary or appropriate to request and designate a development partner.

Commissioners all agreed to **TABLE RESOLUTION NO. 9054** until it is amended.

Chairwoman Pamela Dunn-Hale asked for a motion to table the resolution.

Commissioner Joylette Mills-Ransome made a motion to approve. Commissioner Dollie S. Hamlin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under **Personnel Committee**, no report.

Chairwoman Pamela Dunn-Hale recommended an interim meeting in January/February.

Under **Finance Committee**, report already given.

Under the **Plainfield Housing Finance Corporation**, Chairwoman Pamela Dunn-Hale said there are two resolutions. Mr. Wood read **RESOLUTION NO. 9055** resolution of the Board of Trustees of the Plainfield Housing Finance Corporation authorizing the forgiveness of the loans to the Housing Authority of Plainfield.

There was a discussion regarding numbering the Plainfield Housing Finance Corporation Resolutions. Housing Authority of Plainfield does not have to number the resolutions for the Plainfield Housing Finance Corporation (PHFC) they should have their own numbers.

The Resolution has to be amended with PHFC resolution number.

Mr. Wood then read and changed **RESOLUTION NO. 9056 to RESOLUTION NO. 9055** resolution of the Board of Commissioners of the Housing Authority of Plainfield accepts and recognize the forgiveness of the loans.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the resolution.

Commissioner Jeanette M. Edghill made a motion to approve. Commissioner Louise A.

Colodne seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Under the **Premier Community Development Corporation**, no report

Under **Unfinished Business**, Chairwoman Pamela Dunn-Hale asked if the following items were addressed at last month's board meeting.

- The hallways - painted
- Dryer vents - cleaned out
- Has the heater by the guard desk in the 520 bldg. been repaired

Mr. James Marsh, Manager of Richmond Towers said yes.

Under **New Business**, Chairwoman Pamela Dunn-Hale said there are four resolutions. Mr. Wood read **RESOLUTION NO. 9056** resolution of the Board of Commissioners of the Housing Authority of Plainfield to adopt the attached meeting schedule of the Board of Commissioners for 2017.

The Commissioners agreed to approve the resolution but have the board meeting schedule amended to alternate dates between Richmond Towers and Joanne Hollis Gardens.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the resolution.

Commissioner Joylette Mills-Ransome made a motion to approve. Commissioner Dollie S. Hamlin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Mr. Wood read **RESOLUTION NO. 9057** resolution of the Board of Commissioners of the Housing Authority of Plainfield establishing the Holiday Calendar for fiscal year 2017.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the resolution.

Commissioner Dollie S. Hamlin made a motion to approve. Commissioner Louise A. Colodne seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Mr. Wood read **RESOLUTION NO. 9058** resolution of the Board of Commissioners of the Housing Authority of Plainfield to appoint a Fund Commissioner to the New Jersey Public Housing Authority (NJPHA) Joint Insurance Fund.

Chairwoman Pamela Dunn-Hale asked for a motion to approve the resolution.

Commissioner Joylette Mills-Ransome made a motion to approve. Commissioner Jeanette M. Edghill seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

Dan Smith, Esq. explained **RESOLUTION NO. 9059** resolution of the Board of Commissioners of the Housing Authority of Plainfield accepting the forgiveness of the loan from the Premier Community Development Corporation.

Commissioners all agreed to **TABLE RESOLUTION NO. 9059** for further review.

Chairwoman Pamela Dunn-Hale asked for a motion to table the resolution.

Commissioner Louise A. Colodne made a motion to approve. Vice Chairperson Joseph Ruffin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

**Comments from the Floor:**

There being no further business at hand, Chairwoman Pamela Dunn-Hale asked for a motion to adjourn. Commissioner Dollie S. Hamlin so moved. Vice Chairman Joseph Ruffin seconded the motion. Upon a call of the roll, all present voted in favor of the motion.

The time of adjournment was 8:10 p.m.

(SEAL)

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Randall M. Wood  
Secretary/Treasurer



Addendum to the minutes December 19, 2016

- There was a discussion in reference to having a Commissioners' board retreat in the upcoming months and the Executive Director will canvass for a date no later than March 2017.
- In reference to the Elmwood Gardens Project, will meet with a professional tax credit specialist
- There was a discussion on the upcoming mid Executive Director evaluation